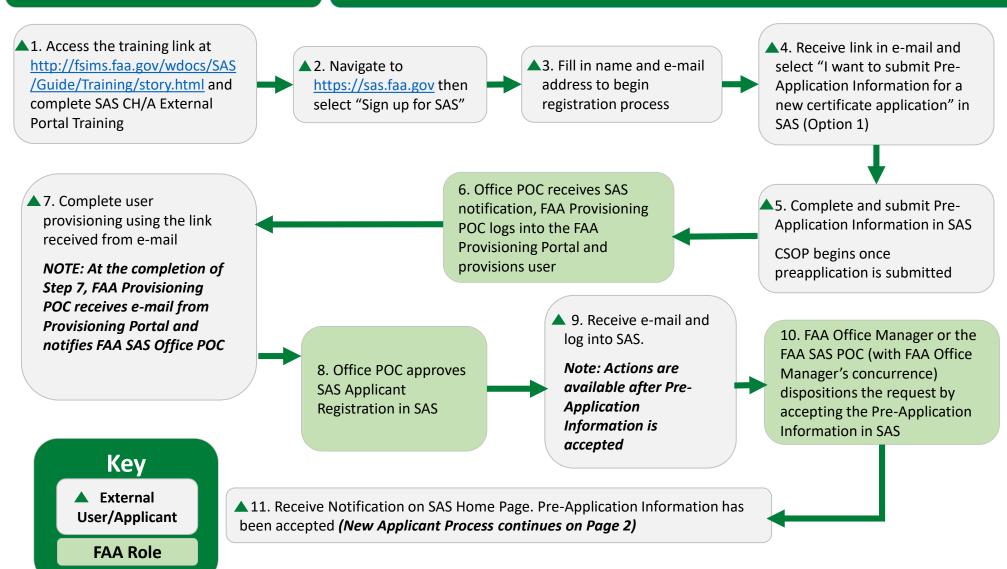


EP01 Registration Process Flow Maps



Registration Process
New Applicant's User Request

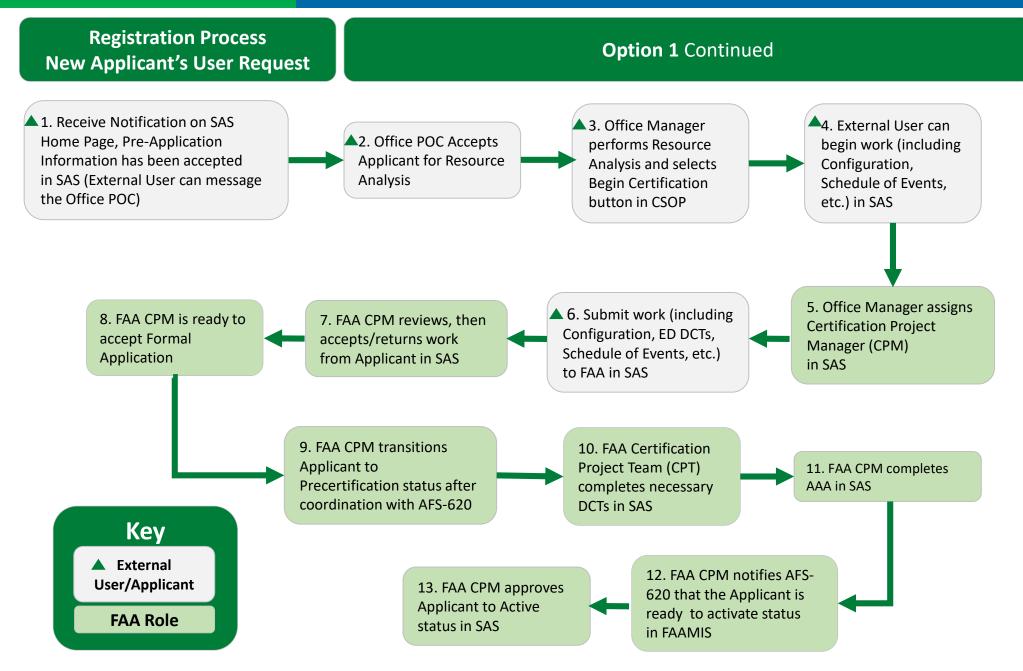
Option 1 – Entering Pre-Application Information Additional Users (see Option 2)





EP01 Registration Process Flow Maps





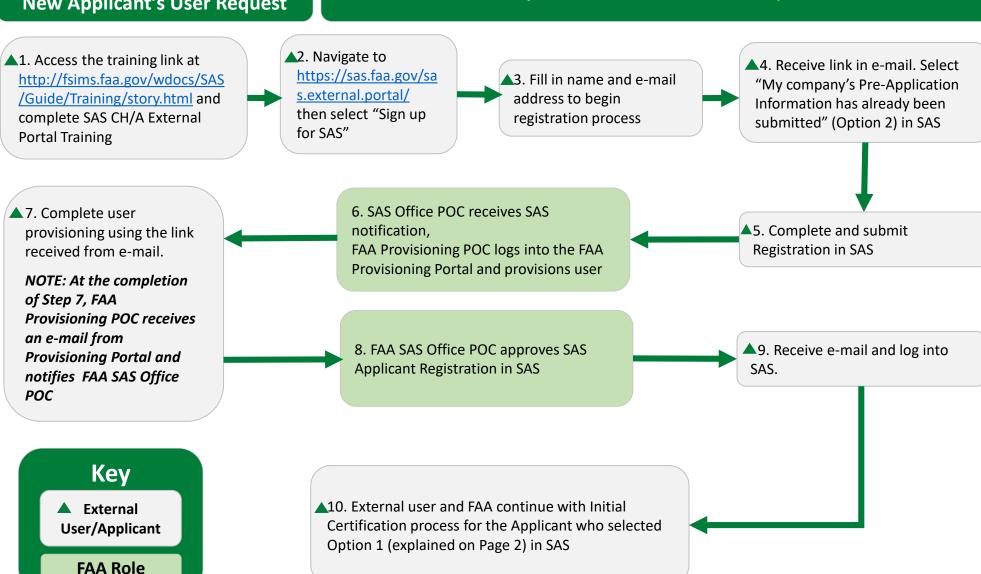


EP01 Registration Process Flow Maps



Registration Process New Applicant's User Request

Option 2 – Additional User Request





EP01 Registration Process Flow Maps



Registration Process New User Request

Option 3 – Existing Certification Holder

▲1. Access the training link at http://fsims.faa.gov/wdocs/SAS /Guide/Training/story.html and complete SAS CH/A External Portal Training

▲ 2. Navigate to

https://sas.faa.gov/sas.external.portal/ then select "Sign up for SAS"

▲ 3. Fill in name and e-mail address to begin registration process

▲ 4. Receive link in e-mail. Select "My company already holds a certificate" (Option 3) in SAS

▲ 5. Complete and submit

Registration in SAS

▲7. Complete user provisioning using the link received from email.

NOTE: At the completion of Step 7, FAA Provisioning POC receives e-mail from Provisioning Portal and notifies FAA SAS Office POC 6. SAS Office POC receives SAS notification, FAA Provisioning POC logs into the FAA Provisioning Portal and provisions user

Key

▲ External User/Applicant

FAA Role